

Parcel Viewer How-To Guide

Key Tips:

- **Search** in the top left corner, and access all other **tools in the top right**.



- Some layers and labels are **scale-dependent** (these layers appear “greyed out” when not zoomed in far enough). If something is not visible at first, try zooming in.



- We do not recommend using safari web browser for this application.



Search:












Use the search box to find properties by:





- APN (Assessor Parcel Number) – do not use dashes (ex: 10117011)
- Account Number (ex: R0011647)
- Address (ex: 219 E Cherry Ave)
- Owner name – use last name first and no commas (ex. Doe John)

When you hit enter, or select a record from the list, the map will zoom to the parcel.




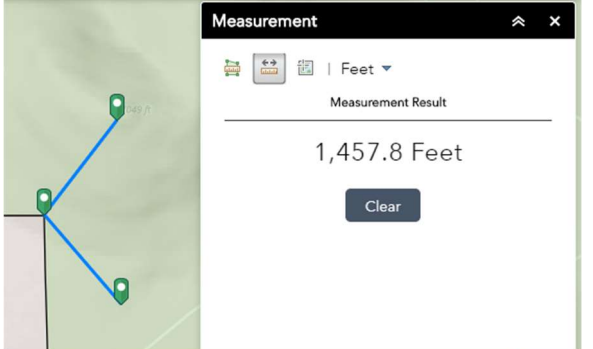

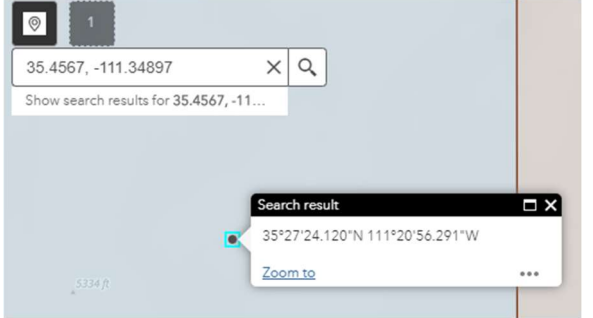

Tips for using the Parcel Viewer tools:

Icon	Information	Example
	The Information panel will show you various instructions for the Parcel Viewer.	
	The Legend tool will show you the symbology of those layers that are turned on.	<div> Legend County Boundary  Municipal Boundaries  Land Ownership  National Forest  Arizona Game and Fish  Arizona State Parks  Bureau of Land Management  Bureau of Reclamation </div>


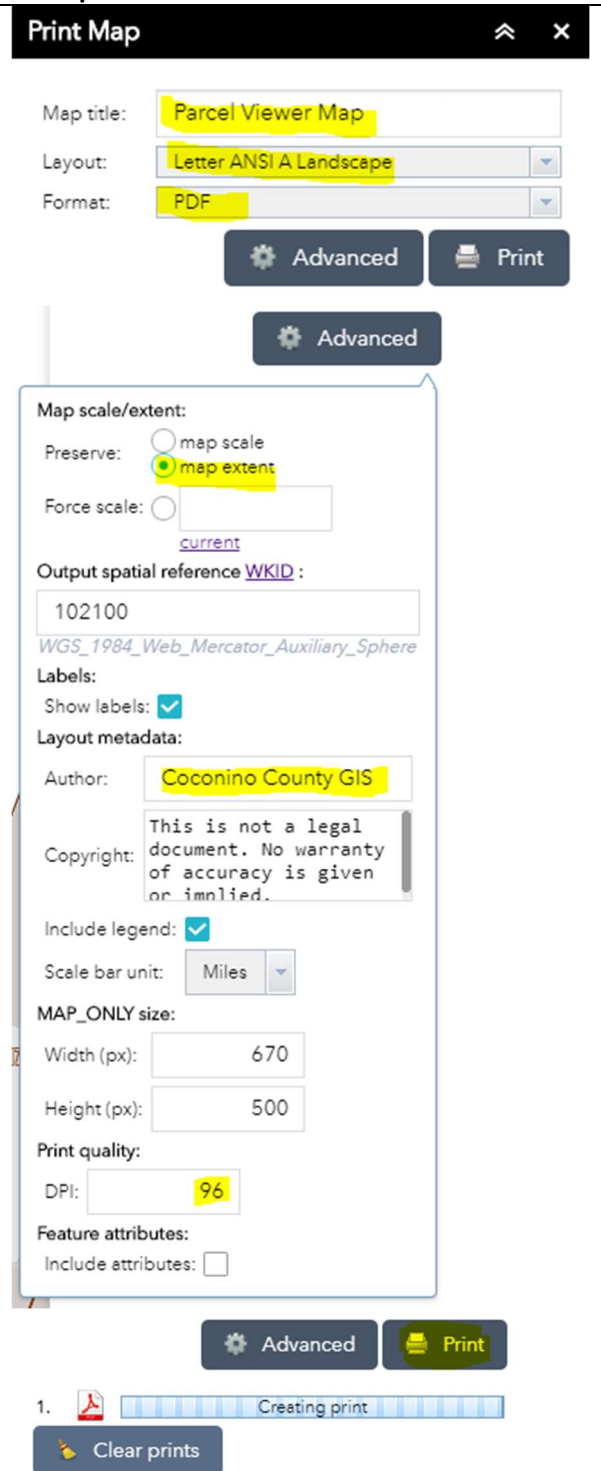
Parcel Viewer How-To Guide

<div>Icon</div> 	<div>Information</div> <p>The Layers tool will allow you to turn on and off layers.</p> <p>Note some layers may have a scale dependency, if you do not see the layer, try zooming in.</p>	<div>Example</div> <div>Layer List</div> <div>Layers</div> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Parcels <input checked="" type="checkbox"/> Addresses <input checked="" type="checkbox"/> County Boundary <input checked="" type="checkbox"/> Municipal Boundaries <input type="checkbox"/> Subdivisions <input type="checkbox"/> School Districts <input type="checkbox"/> Zoning 																																	
	<p>The Basemap Gallery tool will allow to switch to different base maps (Aerial imagery, topographic, streets, etc.)</p>	<div>Basemap Gallery</div> <div> <div>Coconino County Basemap</div> <div>Dark Gray Canvas</div> <div>Imagery with Labels</div> <div>Light Gray Canvas</div> </div>																																	
	<p>The Parcel Report tool will allow you to print off a map and details of selected parcels.</p>	<div>Parcel Report</div> <div>Parcel</div> <div>Select draw mode</div> <div> <input checked="" type="checkbox"/> </div> <div>Choose selectable layers</div> <div>Buffer distance (optional)</div> <div>Show results within</div> <div>0 Miles</div> <div>Report Start Over</div>																																	
<ul style="list-style-type: none"> Select a draw mode. Draw a shape over the parcel or parcels you would like a report for. Double click to select. Max of 200 Parcels allowed to be selected and reported at one time. Hit the printer icon to generate and print a report. You will have the option to choose page size. Please be patient as the report generates as it can take a moment. To make a new selection at any time hit the back button and then choose Start Over. If you would like to have parcel dimensions on your map, turn on Parcel Dimension Label layer in the layer tab (this layer is scale dependent, so zoom in to see labels). 	<div>Parcel Report</div> <div>Area of Interest (AOI) Information</div> <div>Area: 21.275 37 SF</div> <div>Aug 29 2019 8:55:03 Mountain Standard Time</div> <div>  </div> <div>Summary</div> <table> <tr> <th>Name</th><th>Count</th><th>Area(SF)</th><th>Length(FT)</th></tr> <tr> <td>City Parcel</td><td>1</td><td>21,275.37</td><td></td></tr> </table> <div>Tax Parcel</div> <table> <tr> <th>#</th><th>APN</th><th>Assessor #</th><th>511 Address</th><th>Owner Name</th><th>Owner Address</th></tr> <tr> <td>1</td><td>00101000A</td><td>00017076</td><td>420 N SAN FRANCISCO ST</td><td>142 MC DONALD SQUARE LLC</td><td>1421 E EXETER BLVD SUITE 100, PHOENIX, AZ 85011</td></tr> </table> <table> <tr> <th>#</th><th>Subdivision</th><th>Parcel Area</th><th>Area Units</th><th>Date Date</th><th>Base Price</th><th>Area(SF)</th></tr> <tr> <td>1</td><td>00000000</td><td>0.48</td><td>A</td><td>8/31/2017</td><td>2,172,947.00</td><td>21,275.37</td></tr> </table>	Name	Count	Area(SF)	Length(FT)	City Parcel	1	21,275.37		#	APN	Assessor #	511 Address	Owner Name	Owner Address	1	00101000A	00017076	420 N SAN FRANCISCO ST	142 MC DONALD SQUARE LLC	1421 E EXETER BLVD SUITE 100, PHOENIX, AZ 85011	#	Subdivision	Parcel Area	Area Units	Date Date	Base Price	Area(SF)	1	00000000	0.48	A	8/31/2017	2,172,947.00	21,275.37
Name	Count	Area(SF)	Length(FT)																																
City Parcel	1	21,275.37																																	
#	APN	Assessor #	511 Address	Owner Name	Owner Address																														
1	00101000A	00017076	420 N SAN FRANCISCO ST	142 MC DONALD SQUARE LLC	1421 E EXETER BLVD SUITE 100, PHOENIX, AZ 85011																														
#	Subdivision	Parcel Area	Area Units	Date Date	Base Price	Area(SF)																													
1	00000000	0.48	A	8/31/2017	2,172,947.00	21,275.37																													

Parcel Viewer How-To Guide

Icon	Information	Example
	Use the Parcel Select tool to highlight a parcel or parcels of interest. Once selected, close the widget box to enable pan and zoom. Parcel will remain highlighted until you hit clear	
	The Measure tool will allow you to measure area, distance, and coordinates. Choose measure type and units and then click on map, double click to finish a distance or area measurement. Hit Clear to start over.	
	Coordinate Search. Insert lat/long in decimal degrees and the map will zoom to location. Ex: 35.2489, -112.57913	
	The Draw tool will allow you to add basic markup. This markup will appear on your printed copy.	

Parcel Viewer How-To Guide

Icon	Information	Example
	<p>The Print tool will allow you to create a map from the parcel viewer. Some things to consider before printing:</p> <ul style="list-style-type: none"> • Layers that are turned on will show in legend of print, so turn on and off accordingly • The speed at which the print generates may be dependent on things outside our control (ex: your internet speed, or computer) • Coconino County is not responsible for map products derived from this tool. • For additional instructions scroll down in the Information (i) panel 	 <p>The screenshot shows the 'Print Map' interface. At the top, there's a title bar with 'Print Map' and window controls. Below it, there are three input fields: 'Map title:' with 'Parcel Viewer Map', 'Layout:' with 'Letter ANSI A Landscape', and 'Format:' with 'PDF'. There are 'Advanced' and 'Print' buttons. The 'Advanced' button is clicked, showing a detailed settings panel. This panel includes options for 'Map scale/extent' (Preserve: map extent, Force scale: current), 'Output spatial reference WKID:' (102100, WGS_1984_Web_Mercator_Auxiliary_Sphere), 'Labels:' (Show labels: checked), 'Layout metadata:' (Author: Coconino County GIS, Copyright: This is not a legal document...), 'Include legend:' (checked), 'Scale bar unit:' (Miles), 'MAP_ONLY size:' (Width: 670, Height: 500), 'Print quality:' (DPI: 96), and 'Feature attributes:' (Include attributes: unchecked). At the bottom of the panel are 'Advanced' and 'Print' buttons. Below the panel, there's a progress bar labeled '1. Creating print' and a 'Clear prints' button.</p>